

**EPA Brownfields Grant**

# **ASSESSMENT WORK PLAN**

**FOR**

**Old Bremerton Gas Plant Park & Property Development  
Old Bremerton Gasworks and Sesko Property Site**

**EPA Project Number 560-F-06-201**

Submitted by

**City of Bremerton**

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## 1.0 Introduction

### 1.1 Project Description

The site, located at 1725 Pennsylvania Ave., Bremerton, WA, consists of three legal parcels bounded by Thompson Drive to the west, Pennsylvania Avenue and residential properties to the east, the Port Washington Narrows waterway to the north, and another property parcel to the south. For the purpose of this document, the parcels are described as the McConkey (middle and north) and Sesko parcels. See **ATTACHMENT A**.

This site and adjacent properties currently are used for light industrial purposes and storage of various materials, including boat parts and metal debris. Historic uses include a coal gasification plant, petroleum bulk storage and distribution plant, concrete manufacturing plant, sheet metal fabricator, drum storage facilities, boat/vehicle repair facilities, sandblasting, painting, electroplating operations, and salvage yard.

Conditions of known or potential environmental concerns are based on historical operations. An abandoned underground fuel pipeline that once connected an adjacent petroleum bulk plant to a former fuel dock reportedly leaked at one time though no details were provided. Residue deposits and dark stained areas have been observed in historical aerial photographs as noted in the Phase 1 Environmental Site Assessment (ESA) from 1997. The Washington State Department of Ecology (DOE) became involved in the 1990s in response to reports of oil seeps on the Sesko parcel and Port Washington Narrows shoreline. The DOE conducted multiple visits and the site is included on the Confirmed and Suspected Contaminated Sites List (CSCSL).

The properties likely became contaminated through the leaks, spills, and discharges from fuel storage and operations conducted on site. Releases likely occurred in the 1920s-1980s. The Site plan in **ATTACHMENT B** shows the property locations and land overlay from the Phase 1 ESA by Environmental Associates in 1997 and **ATTACHMENT C** shows proposed exploration locations to evaluate the potential for contaminated soil and possible groundwater impacts by GeoEngineers for the McConkey/Sesko properties in 2005. The adjacent property, to the east, formerly used as a petroleum bulk plant, is included in the state's "Confirmed or Suspected Contaminated Site's List" (CSCSL) based on confirmed petroleum related soil and groundwater contamination identified. Existence of migrating petroleum is possible.

Contaminants known or potentially present include petroleum hydrocarbons, metals volatile organic compounds (VOCs), semi-volatile organic compounds (SVOCs), including polycyclic aromatic hydrocarbons (PAHs), polychlorinated biphenyl's (PCBs) and byproducts associated with manufactured gas plants. Information pertaining to groundwater, surface water, oil seep, or subsurface soil conditions at the site has not been identified. Only two soil samples and one sediment sample have been obtained previously and tested for SVOCs. PAHs were found at concentrations exceeding state cleanup levels.

The *City of Bremerton* (the City) will facilitate the revitalization of this community in cooperation with their partners and interested parties. Because of the complexity of the site characterization needed and the long industrial site history, it is anticipated that assessment costs could exceed \$500,000. Therefore, in addition to the \$200,000 funding provided through this grant, the City will

need to seek alternate funding sources, including the EPA *Targeted Brownfields Assessment* program, and Washington State Department of Ecology to complete the analyses required to completely assess this site and obtain state concurrence.

The *Old Bremerton Gas Plant Park & Property Development* project will transform an austere section of Bremerton waterfront while providing increased availability and accessibility of public amenities and jobs to very low, low-moderate-income residents. The development of marine-related businesses and light industrial facilities (see ATTACHMENT D, outlining a proposed redevelopment plan) will stimulate economic development within this entire community that will result in a healthy commercial tax base and ease the burden on local taxpayers.

## ***1.2 Organizational Structure and Responsibilities***

The City staff, in conjunction with EPA's Office of Brownfields Cleanup and Development, would administer the grant. All administrative duties will fall under the Finance Director and other finance staff at the City who has expertise in managing the grants that the City receives including all federal, state, and local grants. The City will coordinate assessment activities with the Washington State Department of Ecology (DOE) for regulatory oversight. Site assessment activities will be sub-contracted to their environmental contractors working with DOE's Voluntary Clean-up Program (VCP), consistent with 40 CFR Part 31.36. The City will also provide payment to DOE through direct invoices received from the state agency.

The organizational structure includes a Mayor and Council, Public Works Director (Phil Williams), and designated project manager(s) within the department. For this project, the department's project manager, Dan Miller, will provide project management. The organizational chart follows normal internal operations within the agency.

Some elements of the work plan will be carried out by the City's internal consultants consistent with 40 CFR Part 30 for preparing plans and limited project management and will report directly to the City's project manager, or alternately the City's Public Works Director, as will support organizations and project partners. The City, in conjunction with their consultants, will manage implementation of the EPA Brownfields grant and assessment project.

The City's environmental contractor has been selected consistent with 40 CFR Part 31.36 for this project. The contractor has prepared a conceptual remedial investigation plan for the site and will oversee site assessment activities while working within DOE's Voluntary Cleanup Program (VCP) framework. The contractor(s) will provide technical oversight and report directly to the City's designated project manager.

The City, local businesses, and property owners have an established working relationship at these sites. The City will likely enter into a Voluntary Cleanup Program (VCP) Agreement with the Washington State Department of Ecology and request regulatory oversight for cleanup planning.

## 2.0 PROJECT TASK DESCRIPTIONS

### *Task 1- PROJECT MANAGEMENT AND REPORTING*

The City will perform project management as required to implement and manage this project under the cooperative agreement, including all required reporting and contractor procurement. EPA grant funds in the amount of **\$24,500** are budgeted to perform the following sub-tasks:

**A) Project Management:** Using grant funds the City's recipient staff will perform those activities necessary to manage the project in accordance with the work plan and all required statutes, circulars, terms & conditions, including establishment and maintenance of requisite cooperative agreement records and files; financial management, project oversight, travel and attendance at EPA-sponsored workshops, and necessary project or public meetings. **Outputs:** maintenance of agreement records and files quarterly, financial and contractor oversight until closeout, and attendance at all project meetings (at least quarterly). **Outcomes:** Effective administration and management of this project and maintenance of all project records. **Deliverables:** Submittal of performance items and maintenance/storage of all project records.

**B) Periodic Reporting:** Using grant funds the City's recipient staff will prepare and submit project progress, financial and MBE/WBE reports. **Outputs:** Quarterly Progress Reports within 30 days of the end of each federal fiscal quarter; MBE/WBE reports at least quarterly; Financial Status reports at least annually; Submit Property Profile Form for the site within 30 days of grant period initially and then update as site information changes as well as with final report; Submit Final closeout report within 90 days of completion of assessment activities (May 2009). **Outcomes:** Acceptance of reports by EPA. **Deliverables:** Periodic reports meet schedule outlined in Section 3.

**C) Contractor Procurement:** The selection and procurement of required contractors were carried out in accord with the City's procurement procedures, consistent with 40 CFR Part 31.36 policies and CAG terms and conditions. A contractor has been selected by the City to provide technical and contractual services to plan, design, and carry out assessment activities. **Outputs:** The selection process began upon notice of grant award and work will begin upon commitment of funds from EPA. **Outcomes:** The City hired appropriate contractors through competitive procurement to perform assessment activities. **Deliverables:** Selection of contractors for assessment and a copy of the RFP.

**D) Consultants:** The City will use their internal consultants for limited tasks in accordance with 40 CFR Part 30 policies and per hour fee caps not to exceed \$65/hour or \$520 per day.

**E) Final Performance Report:** A final performance report will be submitted to the EPA Project Officer within 90 calendar days after the expiration or termination of the award provided to the Project Officer electronically. The report shall contain the same information as in the Quarterly Progress Reports but include the entire project period, before and after photos of the assessment site. **Outputs:** The Final Performance Report will specifically address lessons learned by the City and its contractors in implementing the Brownfields assessment as well as successes achieved. **Outcomes:** Report shows assessment is complete and meets any required Institutional, Land Use or Engineering Controls. **Deliverable:** Final Performance Report March 2009.

## ***Task 2 - PUBLIC INVOLVEMENT***

The City and their contractors will perform **Public Involvement** to ensure that community concerns are considered in planning and execution, and the public is kept informed of project progress and results. EPA grant funds in the amount of **\$7,650** are budgeted to perform the following sub-tasks:

**A) Outreach & Public Involvement Plan:** Using (approx. \$2,000) grantee funds, the City will complete a site-specific Public Involvement Plan; within 30 days of receipt of EPA and others comments on the draft plan and follow that Plan throughout the life of the grant. **Outputs:** submit to EPA for review within 30 days of grant award. As part of that Public involvement Plan, the City will establish an information repository convenient to the site, designates a spokesperson to deliver information to general public for review and comment, and does at least three fact sheets. **Outcomes:** Plan implemented and Target groups are engaged in activities and project based learning opportunities. **Deliverables:** Draft Plan, and if EPA provides comments, a final Plan; 60 days from award of the CAG.

**B) Project Updates and other Public Information:** Using grantee funds (approx. \$5400) a “fact sheet” will be prepared and distributed to the affected community (neighborhood, adjacent property owners, and businesses) at the beginning of the project, during assessment, and when it is complete, announcements/articles, Newsletters/Web pages, attendance of city councils and community group meetings, or other communications as needed. **Purchasing Supplies:** (approx. \$250) consists of printing, postage and materials. **Outputs:** Meet with community groups, distribute information, post to websites, publish in local news and/or business journal, summarize and prepare comments by September 2008. **Outcomes:** Fact sheets distributed, comments received from community groups, stakeholders, and interested parties at large. **Deliverables:** copy of Notices; articles, summary of any significant comments received and published in the local news/ Kitsap Business Journal, websites and news letters, summary of public comments/concerns and how they are addressed.

## ***Task 3 - SITE CHARACTERIZATION***

EPA grant funds of **\$167,850** are budgeted to perform the following sub-tasks. As noted previously, additional funding is being sought to help facilitate a comprehensive characterization of this site.

**A) Site Characterization – Phase 2 Assessment:** The contractor will perform limited Phase 2 investigations. It is anticipated that the sampling effort will include subsurface soil and/or groundwater samples to be collected and submitted for analysis of petroleum hydrocarbons (gasoline/diesel/oil), VOCs, SVOCs (including PAHs), metals, PCBs, tributyl-tin and possibly other manufactured gas plant byproducts based on the likely use and possible release in the former operations on this site. These analyses and documents will be submitted to the DOE project manager through the VCP for concurrence that the plans can be expected to meet State requirements. **Outputs:** A limited Phase 2 assessment is submitted to DOE and EPA (October 2008). **Outcomes:** Work accepted by State and EPA. **Deliverables:** Document placed in the public record and City’s grant files.

**B) Quality Assurance & Health and Safety Plans:** As part of the work to be done under the site characterization, a site specific Quality Assurance Project Plan (QAPP) will be prepared and submitted to EPA for review and concurrence and approval before any sampling is done. The contractor will be tasked to prepare and submit to EPA an approvable site-specific Quality

Assurance Plan (SQAP) for sampling during design. The QAPP will follow EPA QA R-5 guidance. The City will also task the contractor to prepare and follow an OSHA-compliant Health and Safety Plan (HSP), and will place a copy in the grant file. **Outputs:** Plan developed and submitted at least 4 weeks prior to the proposed date for collecting samples. **Outcomes:** If comments are received, any necessary changes are made. The City tasks the contractor to prepare and follow QAPP, an OSHA-compliant Health and Safety Plan (HSP), and place a copy in the grant file. **Deliverables:** Quality Assurance Project Plan for EPA approval, (January 2008); Health and Safety Plan (to file), Laboratory Data Report that will be appended to the Final Assessment Report (December 2008).

### C) ESA and NHPA

**1. ESA:** Contractor will either update previous studies and reports to identify any threatened or endangered species or habitat at or in the vicinity of the site and contact the Washington Department of Fish and Wildlife (WDFW), U.S. Fish & Wildlife Service (DOI) and National Marine Fisheries Service (NOAA), and any Tribes with interest in the site. Alternatively, if sufficient studies have not been conducted, the City will work with the Suquamish Tribe to document all species or habitat that may be affected by this project. The City's environmental contractor will also be tasked to identify any threatened or endangered species or habitat at or in the vicinity of the site and contact the EPA Project Officer as soon as possible, WDFW, and Suquamish Tribe. Along with that information the contractor will evaluate and report whether cleanup alternatives appear likely to disturb or harm any species or habitat and if so what mitigation could be done.

**2. NHPA:** Since the property site may be a potentially culturally sensitive area, a cultural resources overview will be completed by an Anthropological Archaeological Service, or at the request of the Suquamish Tribe and contact the State Historic Preservation Officer to determine if any historic or cultural resources are present. This site has a low probability for significant hunter-fisher-gatherer or historic period archaeological resources due to previous disturbances in the project area. The public will also be notified and allowed a public comment period and to determine whether the site is considered to be of concern by the State Historic Preservation Officer (SHPO), prior to implementation of assessment activities as required by state statute.

**Outputs:** Using this information, the contractor will evaluate and report whether assessment activities appear likely to disturb or harm any species or resources and will contact EPA about the findings. **Outcomes:** If impacts options evolve as to what mitigation could be done or, if none, acceptance of determination by SHPO, Tribe, WDFW, and EPA. **Deliverables:** Present to EPA in separate Letters (March 2007).

### **3.0 SCHEDULE AND DELIVERABLES**

Key Outputs, activities, and accomplishments over the length of the cooperative agreement.

<b>DUE DATE</b>	<b>ITEM</b>	<b>EPA Project Officer</b>	<b>EPA Grants Officer</b>	<b>EPA Finance Officer</b>
July 20, 2006	Cooperative Agreement Work Plan	X	X	
November 2006	Contractor Procurement complete	X		
December 2006	Public Involvement Plan	X		
December 2006	Fact sheet - project starting	X		
December 2006	Property Profile Form	X		
01/30/07	Quarterly Report 1	X		
1/30/07	MBE/WBE Report	X (copy)	X	
March 2007	ESA/NHPA Letter	X	X	
04/30/07	Quarterly Report 2	X		
4/30/07	MBE/WBE Report	X (copy)	X	
07/30/07	Quarterly Report 3	X		



7/30/07	MBE/WBE Report	X (copy)	X	
10/30/07	Quarterly Report 4	X		
10/30/07	MBE/WBE Report	X (copy)	X	
12/30/07	Interim Financial Status Report	X(copy)	X	
01/30/08	Quarterly Report 5	X		
01/30/08	MBE/WBE Report 5	X (copy)	X	
January 2008	Quality Assurance Project Plan (QAPP), Sampling and Analysis Plan (SAP) and Health and Safety Plan (HSP)	X		
3/01/08	Phase 2 Environmental Assessment	X		
04/30/08	Quarterly Report 6	X		
04/30/08	MBE/WBE Report 6	X (copy)	X	
07/30/08	Quarterly Report 7	X		
07/30/08	MBE/WBE Report 7	X (copy)	X	

10/30/08	Quarterly Report 8	X		
10/30/08	MBE/WBE Report 8	X (copy)	X	
November 2008	Fact Sheet- Assessment results	X		
December 2008	Final Assessment Report	X		
1/30/09	Quarterly Report 9 (Final)	X		
1/30/09	MBE/WBE Report 8 (Final)	X (copy)	X	
February 2009	Final Financial Report	X (Copy)	X	
May 30, 2009	Closeout reports	X (Copy)	X	
As needed but at least quarterly	Requests for Reimbursement	X (Copy)		X

## 4.0 PROJECT BUDGET & NARRATIVE

**A. TABLE includes only those tasks & activities funded with EPA funds.**

**1) Project management, 2) Public involvement, 3) Site investigation.**

<b>Budget Categories</b>	<b>Task 1 Project Management (reporting, coordination)</b>	<b>Task 2 Public Involvement (fact sheets, newsletters, meeting)</b>	<b>Task 3 Site Characterization, QAPP, ESA, Data analysis, Project Reports</b>	<b>TOTAL</b>
<b>1. Force Labor</b>	<b>\$12,500</b>	<b>\$2,000</b>	<b>\$1,500</b>	<b>\$16,000</b>
<b>2. Supplies</b>	<b>\$0</b>	<b>\$250</b>	<b>\$250</b>	<b>\$500</b>
<b>3. Contractual (contractors, subcontractors, consultants, engineering, analytical)</b>	<b>\$10,000</b>	<b>\$5,400</b>	<b>\$166,100</b>	<b>\$181,500</b>
<b>4. Travel</b>	<b>\$2000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2000</b>
<b>Total</b>	<b>\$24,500</b>	<b>\$7,650</b>	<b>\$167,850</b>	<b>\$200,000</b>

**BUDGET INFORMATION - Non-Construction Programs**

<b>SECTION A - BUDGET SUMMARY</b>						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
<b>1. EPA BROWNFIELDS</b>	<b>66-818</b>	\$ -0-	\$ -0-	\$ 200,000	\$ -0-	\$ 200,000
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 200,000	\$ 0.00	\$ 200,000
<b>SECTION B - BUDGET CATEGORIES</b>						
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)	
	(1)Project Management	(2) Public Involvement	(3) Investigation	(4) Remediation		
a. Personnel	\$ 12,500	\$ 2,000	\$ 1,500	-0-	\$ 16,000	
b. Fringe Benefits	-0-	-0-	-0-	-0-	0.00	
c. Travel	\$ 2000	-0-	-0-	-0-	\$ 2000	
d. Equipment	-0-	-0-	-0-	-0-	0.00	
e. Supplies	-0-	\$ 250	\$ 250	-0-	\$ 500	
f. Contractual	\$ 10,000	\$ 5400	\$ 166,100	-0-	\$ 181,500	
g. Construction	-0-	-0-	-0-	-0-	0.00	
h. Other	-0-	-0-	-0-	-0-	0.00	
i. Total Direct Charges (sum of 6a-6h)	\$ 24,500	\$ 7,650	\$ 167,850	-0-	\$ 200,000	
j. Indirect Charges	-0-	-0-	-0-	-0-	0.00	
k. TOTALS (sum of 6i and 6j)	\$ 24,500	\$ 7,650	\$ 167,850	-0-	\$ 200,000	
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.				\$ 0.00	
9.				\$ 0.00	
10.				\$ 0.00	
11.				\$ 0.00	
12. Total (SUM OF LINES 8-11)				\$ 0.00	
SECTION D - FORECASTED CASH NEEDS					
13. Federal	Total for 1 <sup>st</sup> Year	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
	\$ 100,000	\$ 45,000	\$ 25,000	\$ 15,000	\$ 15,000
14. Non-Federal	0.00				
15. TOTAL (sum of lines 13 and 14)	\$ 100,000	\$ 45,000	\$ 25,000	\$ 15,000	\$ 15,000
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. EPA BROWNFIELDS 66-818	\$ 50,000	\$ 50,000	\$	\$	
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges: \$200,000		22. Indirect Charges: 0.00			
23. Remarks:					

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**B. Budget Narrative:**

**1) Force labor:** Dan Miller, Public Works Project Manager – 130 hours @ \$115/hr. = \$15,000, Administrative or Staff Assistant – 28.5 hours @ \$35/hr. = \$1,000

**2) Supplies:** Includes field and general office, printing, postage, and materials.

**3) Contractual:**

**a. Consultants:**

**Project Management, Task 1:** Calculated at approx. 154 hours at \$65/hr. for project management, planning, reporting, records management, and other services as needed to implement the assessment project. Includes meeting with staff, drafting and writing various plans, coordination, reports, etc.

**Public Involvement, Task 2:** Represents funding to keep the community informed of site assessment activities such as: assist community with understanding the results of analyses, press releases, attend meetings, and public involvement tasks as needed. 46 hours @ \$65/hr.

**b. Contractors:** Using grant funds of \$170,510, the selected contractors and subcontractors will carry out the site investigations, engineering, chemical analytical testing, public involvement, planning and other functions to complete **Tasks 2 and 3** described below.

**Task 1: PROJECT MANAGEMENT AND REPORTING**

The City will perform project management including reporting and contractor procurement. EPA grant funds in the amount of **\$16,500** are budgeted to perform Project Management. The City's recipient staff and internal consultants will prepare and submit project progress, financial and MBE/WBE reports.

**Task 2: PUBLIC INVOLVEMENT**

EPA grant funds in the amount of **\$7,400** are budgeted for the City and their contractors or consultants to perform Public Involvement; create fact sheets, news media, meetings w/stakeholders.

**Task 3: SITE INVESTIGATION & ANALYSES**

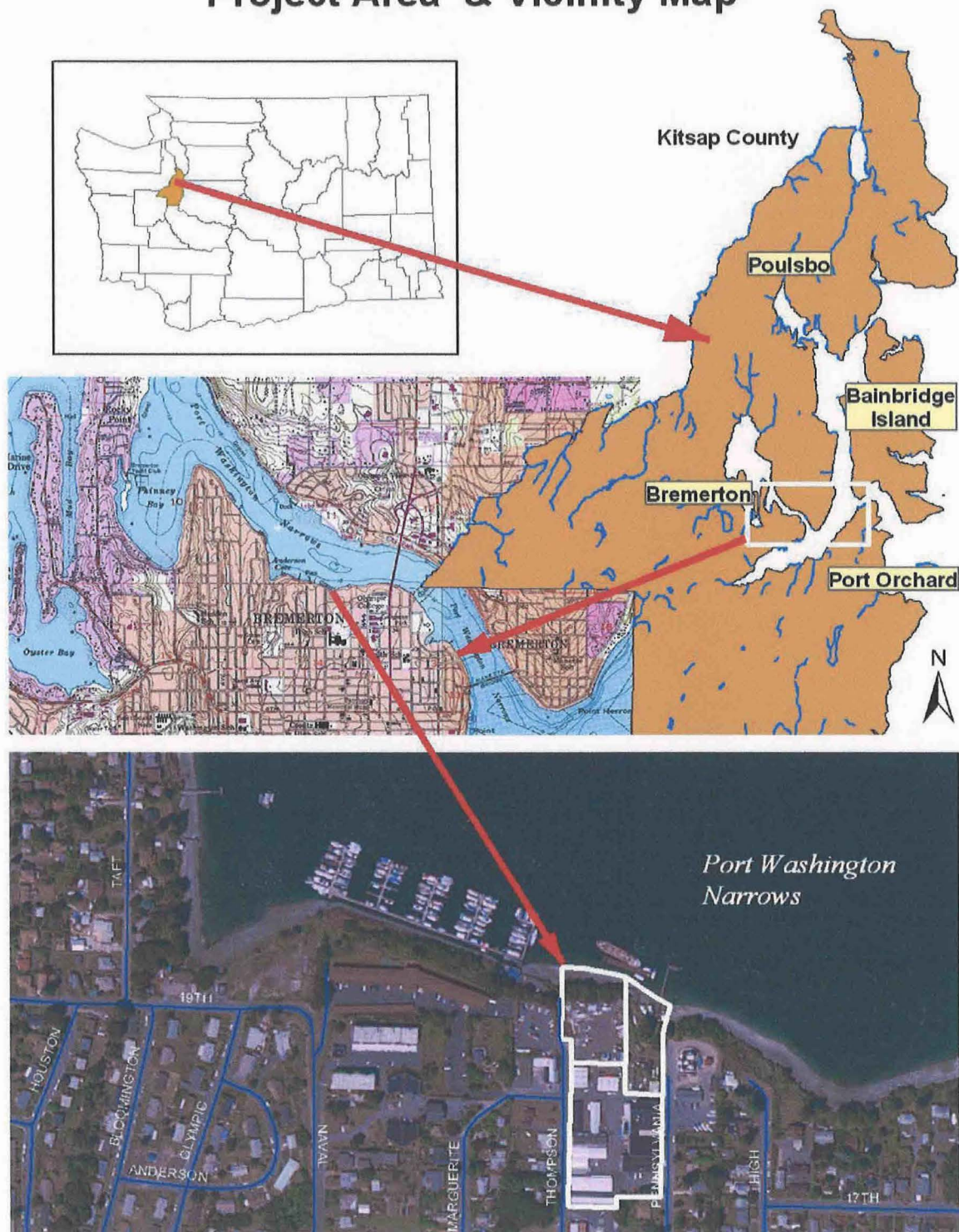
EPA grant funds of **\$169,850** are budgeted to perform Site Characterization – Limited Phase 2 Assessments, develop Quality Assurance & Health and Safety Plans, ESA and NHPA, and develop reports to identify any threatened or endangered species or habitat.

**4) Travel:** To attend EPA conference and workshops in Boston (Air, hotel, and per diem).

<p><b><u>NOTE:</u></b> Assessment work will also comply with all applicable state laws and crosscutting federal requirements, including MBE/WBE and the Davis-Bacon Act. All procurements will be performed in accordance with 40 CFR 31.36.</p>
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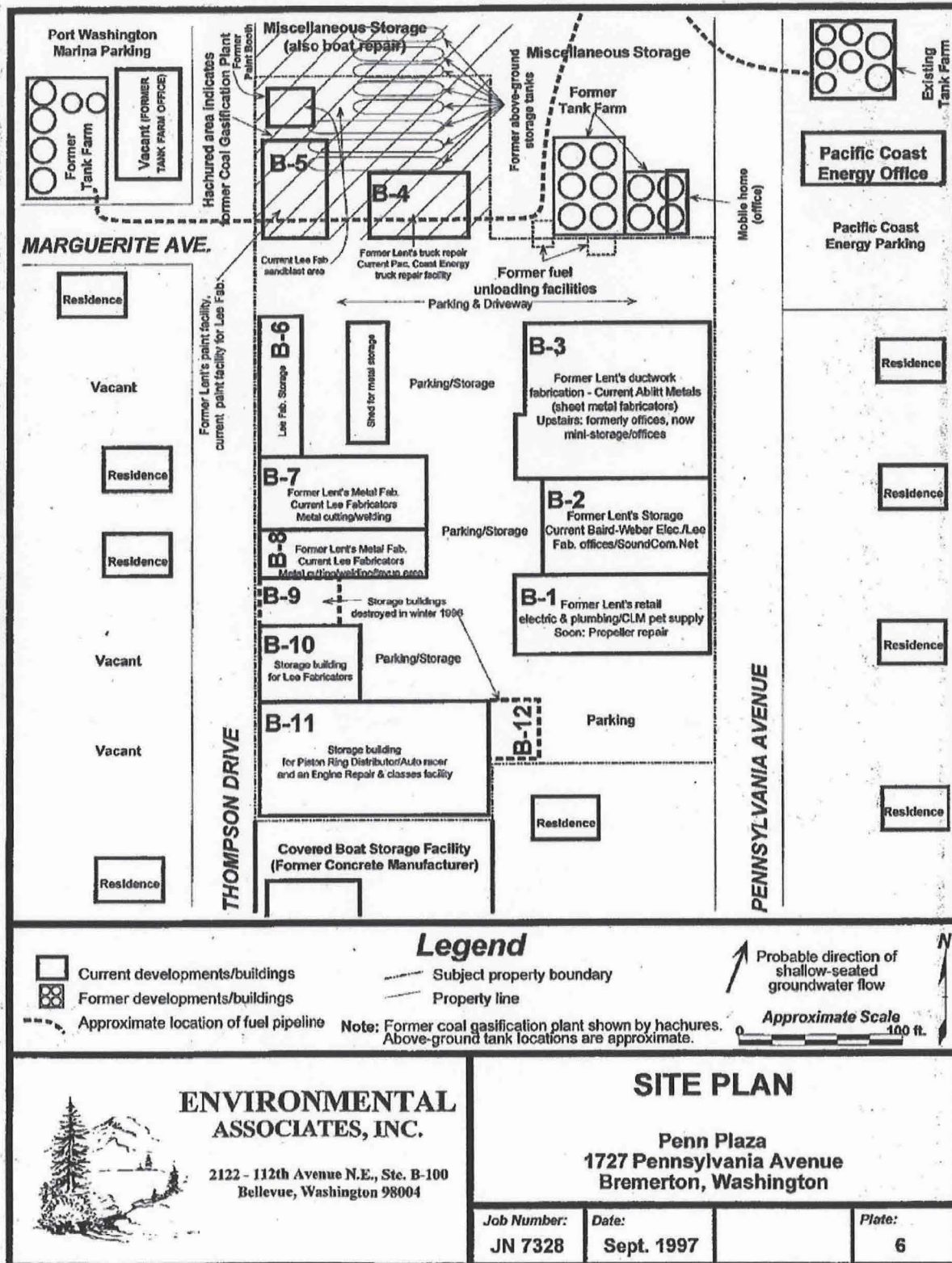
## A. Vicinity

### Project Area & Vicinity Map



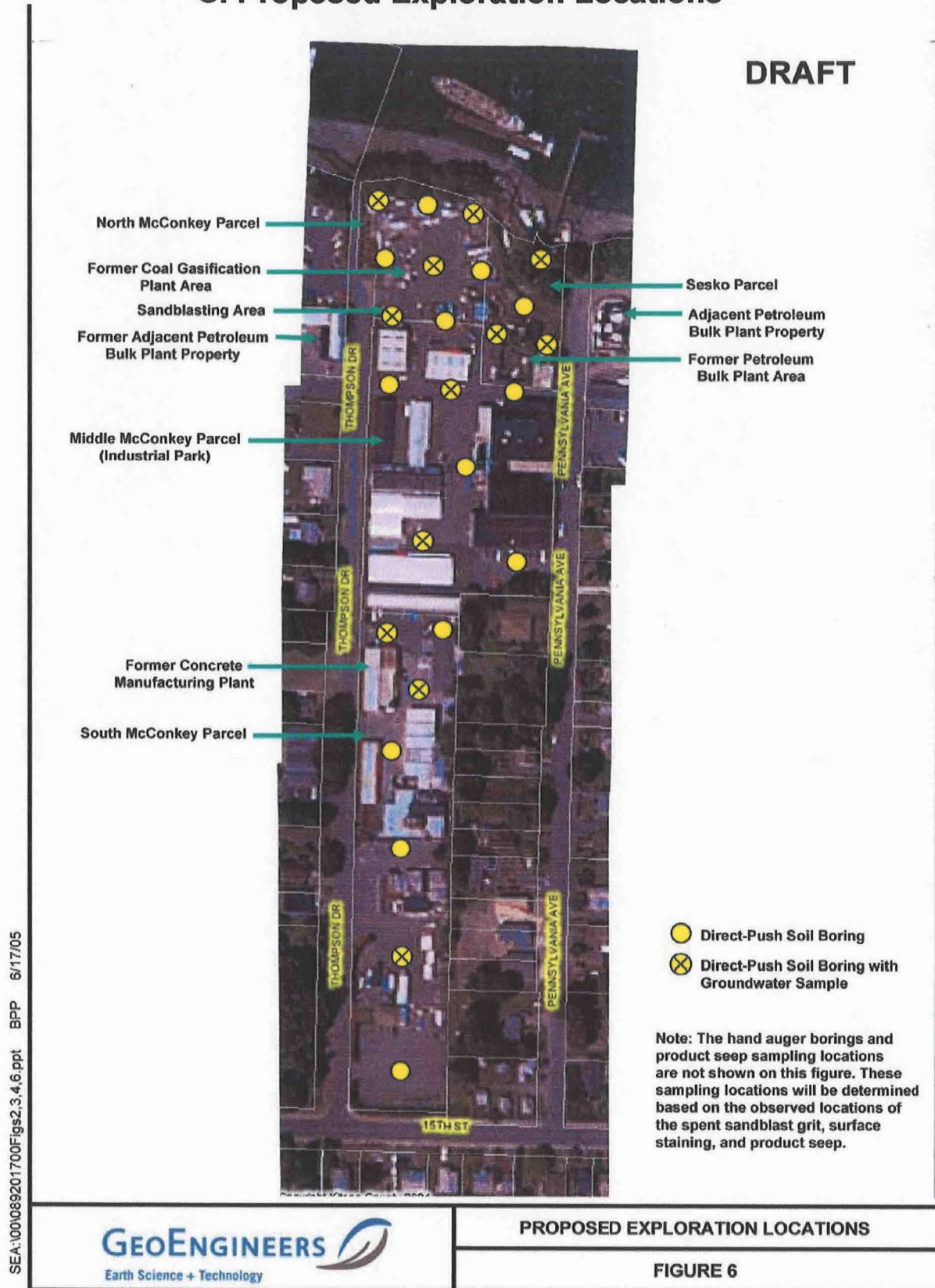


## B. Site Plan





## C. Proposed Exploration Locations



SEA:100089201700Figs2.3.4.6.ppt BPP 6/17/05

## D. Conceptual Development Plan

